

Petition for Non-Traditional Credit: *Advanced Standing Request*



PLEASE SUBMIT EACH REQUEST ON A SEPARATE FORM

Name _____ SID # _____
Previous Name _____ Email _____
Complete Address _____
Phone _____

The program I am requesting this for

- Associate in Arts, University and College Transfer (AAUCT) ATA in _____
- AA General Studies AAS-T in _____
- AA General Studies - SOCNAV Emphasis (if applicable) _____
- Associate in Biology Certificate in _____
- Assoc. in Business Assoc. in Science, Emphasis _____
- Assoc. in Music Other _____
- Assoc. in Pre-Nursing
- Assoc. in Visual Arts

I request that _____
(Please list the employment or experience that is to be evaluated.)

be considered for Advanced Standing in

Course # _____ Course Name _____
Instructor _____ Instructor Email _____
Department _____ Dept. Chair _____

Student to complete the Prior Learning Outcome Assessment Form at
www.skagit.edu/priorlearningoutcomeform and attach to petition.

I hereby certify under penalty of perjury under the laws of the state of Washington that the information provided on this petition are true and correct.

Student Signature _____ Date _____
Instructor Signature _____ Date _____

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You should request Advanced Standing credit upon entry to Skagit Valley College. The purpose would be to replace a required course, including credit, with prior experience in military work/military schools or relevant employment in industry that can be documented by employment records or through testing. Once awarded, Advanced Standing gives you prerequisites necessary for registration for courses that will count toward your certificate/diploma.

PROCESS:

1. Contact SVC's Credit for Prior Learning point of contact Laura Cailloux, Dean of Workforce Education, (360) 416-7802 for initial consultation and referral.
2. Meet with department chair of relevant instructional program to initially review prior learning and identify which courses might be satisfied through prior learning
3. Complete appropriate paperwork. The expectation is that the Learning Outcome Assessment Form will be filled out in detail with college-level writing and complete documentation. If assistance is required, contact James Jolly, Cooperative Education Specialist/Career Services at James.jolly@skagit.edu or 360-416-7684.
4. Pay necessary tuition and fees associated with petition(s) at your local cashier office and turn completed paperwork with receipt into the office of the Dean of Workforce Education located in the Nelson Building room 221. **You must attach documentation, including transcripts, DD295s or "Smart Transcripts", or industry training documents.**

When paperwork is completed and received by the Dean of Workforce Education, it will be reviewed. If the student has achieved the learning outcomes for the SVC course through prior learning, the student may be awarded credit for the course. When determination is made, you will receive a copy of the decision from the registrar. Payment of tuition and fees does not guarantee credit. Tuition and fees will not be reimbursed if credit is not awarded.

ATTACH ALL DOCUMENTATION TO THIS FORM.

YOUR REQUEST WILL NOT BE PROCESSED WITHOUT APPROPRIATE TRANSCRIPTS, DD295s or "SMART TRANSCRIPT", INDUSTRY TRAINING DOCUMENTS, ETC.

<i>For College Personnel Use Only</i>			
Dept _____	Dept Chair Signature _____		
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Please attach rationale	Date
Dean or WIC VP Signature _____			
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Please attach rationale	Date
Registrar Signature _____			
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Please attach rationale	Date